

**WAYS AND MEANS COMMITTEE**

**AGENDA**

**TUESDAY, FEBRUARY 7, 2023**

4:00 P.M.

**COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING**

**PAGE NO.**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. CHANGES TO AGENDA**
- IV. APPROVAL OF AGENDA**
- 1-3 **V. MINUTES (1/3/23)**
- VI. PUBLIC INPUT**
- VII. PETITIONS AND COMMUNICATIONS**
- 4-5 **A. Bay County Sheriff - 2023 Marine Patrol Safety Program (Seeking authorization to apply for grant funding; acceptance of funding award; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- 6-10 **B. Drain Commissioner – Rescission of Resolution 2022-281 – Drain Assessment to Hampton Township (Seeking rescission of Resolution No. 2022-281 due to error – proposed resolution attached)**
- C. Mosquito Control**
- 11-12 **1. Tire Shredder Agreement (Seeking approval of Agreement with Environmental Rubber; authorization for Board Chair to sign; approval of related budget adjustments - proposed resolution attached)**
- 13-16 **2. Purchase of Insecticides (Seeking award of bid to qualified bidders; approval of related budget adjustments - proposed resolution attached)**
- 17-19 **3. Light Trap Contracts (Seeking approval of contracts with 11 residents for the 2023 mosquito season; authorization for Board Chair to sign contracts; approval of related budget adjustments - proposed resolution attached)**

- |       |  |
|-------|--|
| 20-22 | 4. Addendum to Existing Fixed-Wing Aerial Larvicide Service Contract (Seeking approval to amend the contract; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)   |
| 23-24 | D. Health Department – Travel to The National Association of County and City Health Officials (NACCHO) 2023 Preparedness Summit (Seeking approval of travel request for the Emergency Preparedness and Health Education Division Manager and the Community Health Educator/Health Analyst; approval of required budget adjustments – proposed resolution attached) |
|       | E. Personnel Director –  |
| 25-26 | 1. Agreement with Brown and Brown as Bay County’s Insurance Agent for Workers’ Compensation and Excess Liability Insurance Coverage (Seeking approval of agreement; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)  |
| 27-28 | 2. Agreement with Midwest Employers Casualty Company (Seeking approval of agreement for time period 3/2/23 – 2/1/25; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)   |
|       | F. Finance Officer   |
| 29    | 1. Analysis of General Fund Equity 2022 (Receive)  |
| 30    | 2. Update Regarding Executive Directive #2007-11 (Receive)   |
| 31-33 | 3. Bay County Audit F-65 Audit (Seeking approval of Letter of Understanding with Rehmann Robson to provide Bay County Audit F-65 Form; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)  |
| 34-35 | 4. RFQu release for Animal Services and Adoption Center Project Manager (Seeking authorization to release Request for Qualifications (RFQu) for an individual or firm to oversee the Animal Services and Adoption Center building replacement/renovation; approval of required budget adjustments – proposed resolution attached)                                  |
| 36-38 | 5. Region 3 Homeland Security Grant for New Firewalls (Seeking authorization to apply for the Region 3 Homeland Security Grant for up to \$25,492.26; authorization for purchase of the approved equipment and implementation  |

services; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

39

**G. Payables – General (Proposed resolution attached)**

**VIII. REFERRALS**

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS**

**XI. CLOSED SESSION (WHEN REQUIRED)**

**XII. MISCELLANEOUS**

**XIII. ANNOUNCEMENTS**

**XIV. ADJOURNMENT**

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,\*547697# US (Chicago)

+19292056099,,81694266170#,,,,\*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator  
Corporation Counsel  
515 Center Avenue  
Fourth Floor, Bay County Building  
Bay City, MI 48708  
989-895-4131

# WAYS AND MEANS COMMITTEE MINUTES

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, JANUARY 3, 2023, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR BANASZAK AT 4:22 P.M.

## MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
TIM BANASZAK, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y	Y			
KAYSEY L. RADTKE, V. CHAIR	P	Y	Y	Y	S/Y	S/Y	Y	Y	S/Y	Y			
KATHY NIEMIEC	P	Y	Y	Y	Y	Y	Y	Y	Y	Y			
VAUGHN J. BEGICK, EX OFFICIO	P	M/Y	S/Y	Y	Y	Y	S/Y	Y	Y	S/Y			
COLLEEN MAILLETTE	P	S/Y	Y	Y	Y	Y	Y	S/Y	Y	Y			
THOMAS M. HEREK	P	Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y			
DENNIS R. POIRIER	p	Y	Y	S/Y	Y	Y	Y	Y	Y	Y			

## MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
TIM BANASZAK, CHAIR													
KAYSEY L. RADTKE, V. CHAIR													
KATHY NIEMIEC													
VAUGHN J. BEGICK, EX OFFICIO													
COLLEEN MAILLETTE													
THOMAS M. HEREK													
DENNIS R. POIRIER													

## MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
TIM BANASZAK, CHAIR													
KAYSEY L. RADTKE, V. CHAIR													
KATHY NIEMIEC													
VAUGHN J. BEGICK, EX OFFICIO													
COLLEEN MAILLETTE													
THOMAS M. HEREK													
DENNIS R. POIRIER													

OTHERS PRESENT: J.Barca, C.Gignac, A.Davis-Johnson, S.Walraven, L. Arsenault, D. Berger, Nick Paige, F. Moore

M- MOVED; S-SUPPORTED; Y-YEA; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

WAYS AND MEANS COMMITTEE  
MINUTES  
Tuesday, January 3, 2023  
PAGE 2

MOTION NO.

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NOTE: In addition to these typed minutes which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website [www.baycounty-mi.gov/executive/videos](http://www.baycounty-mi.gov/executive/videos).

1. MOVED, SUPPORTED AND CARRIED TO APPROVE THE JANUARY 3, 2023, WAYS AND MEANS COMMITTEE AGENDA AS PRESENTED.
2. MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE DECEMBER 6, 2022, WAYS AND MEANS COMMITTEE MEETING AS PRINTED.

Public input was called with no one expressing a desire to address the Committee.

The first item on the agenda was a request for authorization to submit letter of intent and application for the 2023/2024 Michigan Veterans Affairs Agency Veteran Service Grant. Bay County's Veterans Service Office Mark Kaczmarek explained that this grant helps with staff and staff benefits.

County Executive Jim Barcia also noted the great work that the Veteran's office has been able to accomplish. It was

3. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION REGARDING AUTHORIZATION TO SUBMIT LETTER OF INTENT AND APPLICATION FOR THE 2023/2024 MICHIGAN VETERANS AFFAIRS AGENCY VETERAN SERVICE GRANT (COUNTY EXECUTIVE).
4. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION REGARDING APPROVAL TO ACCEPT THE CHILD PARENT LEGAL REPRESENTATION (CPLR) GRANT (PROBATE COURT).
5. MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2022 (FINANCE).
6. MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).
7. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE APPROVAL TO ENTER INTO ONE (1) YEAR AGREEMENT WITH GOVSPEND WITH AN AUTO RENEWAL CLAUSE (FINANCE/PURCHASING).

8. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE PAYABLES (FINANCE).**

Under Announcements County Executive Jim Barcia applauded the work of Congressman Dan Kildee who secured two million dollars towards Bay County's future Health Center.

9. **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:29 P.M.)**

**Submitted By:**

**Lindsey Arsenault**

**Board Coordinator**




**Troy R. Cunningham**  
*Sheriff Of Bay County*

Christopher D. Mausolf  
Undersheriff

Troy A. Stewart  
Jail Administrator

DATE: January 9, 2023

TO: Tim Banaszak, Chairman  
Ways and Means Committee

FROM: Sheriff Troy R. Cunningham 

RE: Request to Apply for and Accept the 2023 Marine Safety Program

**Background:** Each year the Sheriff's Office participates in the Marine Safety Grant offered through the Department of Natural Resources (DNR). The DNR State Grant provides for equipment and the hiring of seasonal personnel during the boating season. Once again, the DNR has asked the County to participate in the 2023 Marine Safety Program by completing a grant application.

**Finance/Economics:** The State Legislature appropriates comparable DNR funding amounts (75% /25%) to those participating counties each year with notification of amount in March. In 2022 the State funded \$19,800.00. The State 2023 DNR funding request deadline for applications to apply is due by March 1, 2023

**Recommendation:** I am requesting the committee's approval and authorization to apply for and accept the 2023 DNR Marine Safety Program Grant, and implementing the DNR Grant Agreement upon DNR approved funding. I am also seeking the Boards approval to make any required budget adjustments during the 2023 Grant Year.

CC: Undersheriff Christopher D. Mausolf  
Lindsey Arsenault, BOC  
Amber Johnson, Corporation Counsel  
Shawna Walraven, Finance Officer  
Kim Priessnitz, Assistant Finance Officer  
Travis Schumann, Grants/Finance  
File Copy

Ls/W&M.MarineGrantAgreement2023

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS,** Each year the Bay County Sheriff's Office participates in the Marine Safety Grant Program offered through the Department of Natural Resources (DNR); and
- WHEREAS,** This DNR State grant provides for equipment and the hiring of seasonal personnel during the boating season in Bay County; and
- WHEREAS,** The DNR has again requested Bay County to participate in the 2023 Marine Safety Program by completing a grant application; and
- WHEREAS,** The State Legislature appropriates comparable DNR funding amounts (75%/25%) to those participating counties each year with notification of the amount awarded in March; applications are due by March 1st; and
- WHEREAS,** Funds for the 25% grant match requirement are included in the 2023 Sheriff Department budget; and
- WHEREAS,** In 2022 the State funded \$19,800 for this program; Therefore, Be it
- RESOLVED** That the Bay County Board of Commissioners authorizes Sheriff's Office participation in the 2023 Marine Safety Program and authorizes the Chairman of the Board to execute all application and grant award documents required for the Grant Program following Finance Department and Corporation Counsel review and approval; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

**TIM BANASZAK, CHAIR  
AND COMMITTEE**

## Sheriff Dept - 2023 Marine Safety Grant Program

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN-\_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_



## BAY COUNTY DRAIN COMMISSIONER

MICHAEL RIVARD

rivardm@baycounty.net

515 CENTER AVENUE, SUITE 601  
BAY CITY, MICHIGAN 48708-5127  
drainoffice@baycounty.net

PHONE (989) 895-4290  
FAX (989) 895-4292  
TDD (989) 895-4049  
(HEARING IMPAIRED)

January 22, 2023

Tim Banaszak, Chair  
Ways & Means Committee  
Bay County Building

RE: Resolution 2022-281  
Hampton Township Drain Assessment 2022

Dear Commissioner Banaszak:

In December, a resolution was passed by the Board of Commissioners for an At-Large Drain Assessment to Hampton Township for \$327,500 (Resolution 2022-281).

We have recently been made aware this assessment was made in error. This office is respectfully requesting the board to rescind Resolution 2022-281, to eliminate the assessment.

The Michigan Drain Code, Section 280.273 of Act 40 of 1956 as amended, states any such error is to be reported to the County Board of Commissioners and request the Board order the same corrected.

Please consider this my formal request to place this item on the Board's agenda to correct the assessment error.

Any questions you may have, please do not hesitate to contact me.

Sincerely,



Michael Rivard  
Bay County Drain Commissioner

## BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 13, 2022

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/6/2022)

**RESOLVED** By the Bay County Board of Commissioners that the 2022 Hampton Township Assessment Roll, as submitted by the Bay County Drain Commissioner (summary attached) and on file in the Bay County Clerk's Office, is hereby adopted.

MARIE FOX; CHAIR  
AND COMMITTEE

Drain - 2022 Assessment Roll – Hampton Township

MOVED BY COMM. BEGICK  
SUPPORTED BY COMM. RADTKE

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX	X			KIM J. COONAN	X			JAYME A. JOHNSON	X		
ERNIE KRYGIER	X			THOMAS M. HEREK	X						
VAUGHN J. BEGICK	X			KAYSEY L. RADTKE	X						

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_ NAYS \_\_\_ EXCUSED \_\_\_

VOICE: X YEAS 7 NAYS 0 EXCUSED 0

DISPOSITION: ADOPTED X DEFEATED \_\_\_ WITHDRAWN-\_\_\_  
AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_

## BAY COUNTY DRAIN COMMISSIONER

MICHAEL RIVARD

rivardm@baycounty.net

515 CENTER AVENUE, SUITE 601  
BAY CITY, MICHIGAN 48708-5127  
drainoffice@baycounty.net

PHONE (989) 895-4290  
FAX (989) 895-4292  
TDD (989) 895-4049  
(HEARING IMPAIRED)

December 9, 2022

Tom Herek, Chairman  
Bay County Board of Commissioners  
Bay County Building  
Bay City, Michigan 48708

Re: 2022 Hampton Township Chapter 20 Assessment Roll

Dear Mr. Herek:

Enclosed herewith please find the Assessment Roll for Hampton Township Chapter 2022 which must be adopted by the Board of Commissioners.

If you should have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,



Michael Rivard  
Bay County Drain Commissioner

Enclosures

## DRAIN SPECIAL ASSESSMENT ROLL

### HAMPTON TOWNSHIP OPERATION AND MAINTENANCE

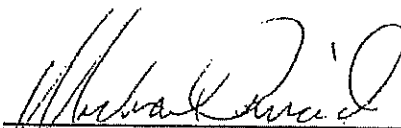
Hampton Township(s), County of Bay, State of Michigan

YEAR 1 OF 1

Municipality	Assessment	Totals
Hampton Twp @ Large Total Assessment	<u>\$327,500.00</u>	<u>\$327,500.00</u>
Total to be collected in 2022		<u>\$327,500.00</u>

I hereby certify that the above and foregoing is the "Special Assessment Roll" for the Hampton Township Drain Drainage District for the Township(s) of Hampton, County of Bay, State of Michigan, and that I have entered therein a correct description of all tracts, parcels, and subdivisions of land benefited by said drain as provide by law, and that I have placed opposite each description the amount of the percent theretofore determined by me, also the amount of the percent apportioned by said Michael Rivard to said Bay County At Large.

Given under my hand, this 9th day of December, A.D., 2022.



Michael Rivard  
Bay County Drain Commissioner

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, On December 6, 2022, Resolution 2022-281 was passed by the Bay County Board of Commissioners for an At-Large Drain Assessment to Hampton Township for \$327,500; and

WHEREAS, The Bay County Drain Office has been made aware this assessment was made in error; and

WHEREAS, The Michigan Drain Code, Section 280.273 of Act 40 of 1956 as amended, states any such error is to be reported to the County Board of Commissioners and request the Board order the same corrected; and

WHEREAS, The Bay County Drain Commissioner is requesting the Bay County Board of Commissioners to rescind Resolution No. 2022-281; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby rescinds Resolution No. 2022-281 adopted December 6, 2022 for an At-Large Drain Assessment to Hampton Township for \$327,500.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Drain Commissioner – Rescission of Resolution 2022-281 - Drain Assessment to Hampton Township

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN-\_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_

**BAY COUNTY MOSQUITO CONTROL**

810 Livingston Street  
Bay City, Michigan 48708

**REBECCA BRANDT, MANAGER**

brandtr@baycounty.net

Phone (989) 894-4555

Fax (989) 894-0526

TDD (989) 895-4049

<http://www.baycounty-mi.gov>

**JAMES A. BARCIA**

County Executive

**LAURA OGAR, DIRECTOR**

ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM**

**To:** Commissioner Tim Banaszak, Chairman  
Ways and Means Committee

**From:** Rebecca J. Brandt, Manager  
Bay County Mosquito Control

**Date:** January 18, 2023

**Re:** Request for Approval of Tire Shredder Agreement

**BACKGROUND:**

As part of Bay County Mosquito Control's source reduction program, scrap tire collections are held in June at Bay County Mosquito Control and again in August at Fraser Township Hall, to provide a means for homeowners to dispose of unwanted tires. Last year, 2,608 scrap tires were recycled in Bay County through this collection. For 2023, Mosquito Control is again requesting to contract with Environmental Rubber Recycling of Flint to provide this disposal service.

**FINANCE:**

Environmental Rubber has indicated that prices for 2023 tire disposal will be \$1,500 per trailer with less than 500 tires, and \$3 per additional tire in excess of 500 tires, not to exceed \$3,000 per trailer. Scrap tire disposal for 2023 has been budgeted under line item 801.00 (Professional Services). Bay County Mosquito Control was also recently awarded an EGLE Scrap Tire Clean-Up Grant up to \$12,000 to assist in funding this project.

**RECOMMENDATION:**

Bay County Mosquito Control recommends approval to contract with Environmental Rubber Recycling for the 2023 scrap tire collection, including authorization for the Board Chair to sign required documents following Corporation Counsel review, as well as seeking approval for any and all budget adjustments related to this agreement.

cc: Jim Barcia  
Laura Ogar  
Shawna Walraven  
Frances Moore  
Amber Davis Johnson  
Lindsey Arsenault

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, As a part of Bay County Mosquito Control's source reduction program, two scrap tire drives are held each summer to provide a means for homeowners to dispose of unwanted tires and in 2022, 2,608 scrap tires were recycled in Bay County through this collection; and

WHEREAS, For 2023, Mosquito Control is again requesting to contract with Environmental Rubber Recycling of Flint to provide this disposal service; and

WHEREAS, Environmental Rubber has indicated that prices for 2023 tire disposal will be \$1,500 per trailer with less than 500 tires, and \$3 per additional tire in excess of 500 tires, not to exceed \$3,000 per trailer. Scrap tire disposal for 2023 has been budgeted under line item 801.00 (Professional Services); Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the contract with Environmental Rubber Recycling for the 2023 scrap tire collection and authorizes the Board Chair to sign required documents on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That budget adjustments related to this contract, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

## Mosquito Control - 2023 Tire Shredding Contract with Environmental Rubber

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN- \_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_



**BAY COUNTY MOSQUITO CONTROL**

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County Executive

**LAURA OGAR, DIRECTOR**  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM:**

**To:** Commissioner Tim Banaszak, Chairman  
Ways and Means Committee

**From:** Rebecca J. Brandt, Manager  
Bay County Mosquito Control

**Date:** January 24, 2023

**Re:** Request to Purchase Insecticides

**BACKGROUND:**

Insecticide bids conducted jointly with Midland County Mosquito Control and Tuscola County Mosquito Abatement were opened on January 11, 2023. Upon examination of the bid information, all bidders met the requirements of the bid proposal.

Overall, we are satisfied with the bids and recommend proceeding with the lowest, qualified bid as highlighted on the bid summary sheet (see attached). Along with the bid products, Mosquito Control will also be purchasing VectoBac G and VectoBac 12AS *Bti* products from Valent BioSciences, a product that was not required to bid as a 2-year purchase extension was granted for 2022 & 2023 at \$1.211/lb. and \$24.25/gal. respectively.

**FINANCE:**

Funding for control materials is available in 2023 budget line item 753.00 (Chemicals).

**RECOMMENDATION:**

Requesting materials be awarded to the qualified bidder providing the best value to Bay County as highlighted on the summary sheet, as well as seeking approval for any budget adjustments related to these purchases.

Thank you for your consideration.

Enclosure

cc: Jim Barcia  
Laura Ogar



## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS,** Insecticide bids conducted jointly with Midland and Tuscola Counties were opened on January 11, 2023; and
- WHEREAS,** Upon examination of the bid information, all bidders met the requirements of the bid proposal and it is recommended that the bid(s) be awarded to the lowest, qualified bidder as highlighted on the attached bid summary sheet; and
- WHEREAS,** Along with the bid products, Mosquito Control will also be purchasing VectoBac G and VectoBac 12AS Bti products from Valent BioSciences, a product that was not required to bid as a 2 year purchase extension was granted for 2022 & 2023 at \$1.211/lb and \$24.25/gal.; and
- WHEREAS,** The total cost of the control materials will not exceed the 2023 budget line item 753.00 (Chemicals); Therefore, Be It
- RESOLVED** By the Bay County Board of Commissioners that the control materials bid for Bay County Mosquito Control for 2023 is awarded as recommended; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to sign any required documents pertaining to the control materials on behalf of Bay County following Corporation Counsel review and approval; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

**TIM BANASZAK, CHAIR  
AND COMMITTEE**

## Mosquito Control - Control Material Bids - 2023

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN- \_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_

**2023 MOSQUITO CONTROL INSECTICIDE BIDS**  
**Bid Opening: Wednesday, January 11, 2023 at 11:00 a.m.**

Item	Materials & Specifications	Quantity	County	Adameo - Andy Pierce	Clarke - Chris Novak	Target Specialty - JD Snell	Yesteris - Dave Driver
				Unit Cost	Unit Cost	Unit Cost	Unit Cost
A.	Permethrin ULV Adulticide 275 gal. totes	1,575 gal. (5 totes)	Bay	\$28.75 <i>Permethrin 4.0%</i>	\$28.80 <i>Permethrin RTU 3.98%</i>	\$47.00 <i>Permethrin RTU 3.98%</i>	\$21.00 <i>Permethrin 4.0%</i>
		1,575 gal. (5 totes)	Midland	\$28.75 <i>Permethrin 4.0%</i>	\$28.80 <i>Permethrin RTU 3.98%</i>	\$47.00 <i>Permethrin RTU 3.98%</i>	\$21.00 <i>Permethrin 4.0%</i>
		825 (3 totes)	Tuscola	\$28.75 <i>Permethrin 4.0%</i>	\$28.80 <i>Permethrin RTU 3.98%</i>	\$47.00 <i>Permethrin RTU 3.98%</i>	\$21.00 <i>Permethrin 4.0%</i>
B.	BYA-2 MLO 275 gal. totes	275 gal. (1 tote)	Midland	\$21.66 <i>BYA-2 4.0%</i>	No Bid	\$16.85 <i>BYA-2 RTU 3.98%</i>	No Bid
C.	Natural G-30 40 lb. bags	280 lb. (7 bags)	Bay	No Bid	\$816.00 <i>5% discount order by 3/30/23</i>	No Bid	No Bid
		520 lb. (13 bags)	Midland	No Bid	\$816.00 <i>5% discount order by 3/30/23</i>	No Bid	No Bid
D.	Natural XRT 220 / case	5,940 tablets (27 cases)	Bay	No Bid	\$1,129.59 <i>5% discount order by 3/30/23 + 1 free case</i>	No Bid	No Bid
E.	Bacillus sphaericus - WSP 800 / case	7,200 each (9 cases)	Midland	\$849.49 <i>Vectox WSP</i>	No Bid	No Bid	\$740.00 <i>Spheratus 50C</i>
F.	Vectox FG 40 lb. bags	10,600 lb. (265 bags)	Bay	\$6.66 <i>Vectox FG</i>	No Bid	No Bid	\$6.40 <i>Spheratus 50C</i>
		120 lb. (3 bags)	Midland	\$6.66	No Bid	No Bid	\$6.40 <i>Spheratus 50C</i>
		80 lb. (2 bags)	Tuscola	\$6.66	No Bid	No Bid	\$6.40 <i>Spheratus 50C</i>
G.	Vectox WDG 24 lb. cases	24 lb. (1 case)	Bay	\$62.63 <i>Vectox WDG</i>	No Bid	No Bid	No Bid
H.	Bacillus Briquets 100 per case	200 briquets 2 cases	Bay	No Bid	\$124.00 <i>Bacillus RTU 3.98%</i>	\$104.40 <i>Bacillus RTU 3.98%</i>	\$104.00 <i>Bacillus RTU 3.98%</i>
I.	Altosid XR 220 briquets per case	5,280 each (24 cases)	Midland	No Bid	\$818.40 <i>Altosid XR</i>	\$818.40 <i>Altosid XR</i>	\$818.40 <i>Altosid XR</i>
J.	Altosid WSP 800 packets per case	12,800 each (16 cases)	Midland	No Bid	\$768.00 <i>Altosid WSP</i>	\$768.00 <i>Altosid WSP</i>	\$768.00 <i>Altosid WSP</i>
K.	Altosid P55 40 lb. bags	280 lb. (7 bags)	Bay	No Bid	\$778.80 <i>Altosid P55</i>	\$778.80 <i>Altosid P55</i>	\$778.80 <i>Altosid P55</i>
				Pyfanon EW \$72.15/\$68.27 gal			
				MetaLarv XRP \$2.27/\$2.32/pouch			

*Red font denotes item/alternate bid product*

June 21, 2021

To: Denise L. Mason  
Procurement & Contracts Administrator  
3rd Floor County Services Building  
220 W. Ellsworth St., Midland MI 48640-5194

From: Dave Schumacher  
Manager – Public Health Business, North America  
Valent BioSciences LLC.  
870 Technology Way,

Libertyville, Illinois, 60048

**RE: 2018-2019 Bulk Granular & Liquid BTI Larvicide – Agreement of both vendor and Bay, Midland & Tuscola County to extend bid for 2022 & 2023 season.**

Valent BioSciences LLC. would like to offer to extend the current bid for both VectoBac G granular larvicide and VectoBac 12AS liquid larvicide for 2021 & 2022 season.

Listed are quantities and prices for each product formulation for each county.

County	Product	Pack Size	Quantity	2020 Prices	2022 Prices - 2023 Prices
Midland	VectoBac G	1,300 lb. Bags	89	\$1.249 lb.	\$1.211 lb. \$1.211 lb.
Bay	VectoBac G	1,300 lb. Bags	122	\$1.249 lb.	\$1.211 lb. \$1.211 lb.
Bay	VectoBac 12AS 30-gallon barrels		6	\$ 25.00 gal.	\$24.25 gal. \$24.25 gal.
Tuscola	VectoBac G	40 lb. Bags	740	\$1.249 lb.	\$1.211 lb. \$1.211 lb.
Midland	VectoBac 12AS 264-gallon totes		15	\$25.00 gal.	\$24.25 gal. \$24.25 gal.
Midland	VectoBac 12AS 30-gallon barrels		12	\$25.00 gal.	\$24.25 gal. \$24.25 gal.
Tuscola	VectoBac 12AS 30-gallon barrels		6	\$25.00 gal.	\$24.25 gal. \$24.25 gal.

Prices for 2022 & 2023 are 3% less than 2019 & 2020.  
Shipping is included in the price.

We look forward to your response to extend our current agreement.

Respectfully,

Dave Schumacher



**BAY COUNTY MOSQUITO CONTROL**

810 Livingston Street  
Bay City, Michigan 48708

**REBECCA BRANDT, MANAGER**

brandtr@baycounty.net

Phone (989) 894-4555

Fax (989) 894-0526

TDD (989) 895-4049

<http://www.baycounty-mi.gov>



**JAMES A. BARCIA**  
County Executive

**LAURA OGAR, DIRECTOR**  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM**

**To:** Commissioner Tim Banaszak, Chairman  
Ways and Means Committee

**From:** Rebecca J. Brandt, Manager  
Bay County Mosquito Control

**Date:** January 18, 2023

**Re:** Request for Approval of Light Trap Contracts

**BACKGROUND:**

As part of Bay County Mosquito Control's adult mosquito surveillance, eleven New Jersey Light Traps are operated on the properties of Bay County residents to collect adult mosquitoes. These traps are turned on three evenings each week with the mosquito samples collected and identified by our Biology Department. The residents who operate these traps serve a valuable role in our mosquito surveillance program and we wish to continue contracting with them for 2023.

**FINANCE:**

Light trap contractors are paid \$50 a month and utilized in the months of June, July, August, and September. The total amount paid for the 2023 surveillance season will be \$2,200. This money has been budgeted for 2023 in line item 802.02 Light Trap Contracts.

**RECOMMENDATION:**

Bay County Mosquito Control recommends contracting with these 11 residents (see attached) for the 2023 mosquito season, and requests the Board Chairman to sign the required documents upon Corporation Counsel review, as well as seeking approval for any budget adjustments related to these agreements.

Attached: 2023 Light Trap Contractors

cc: Jim Barcia  
Laura Ogar  
Shawna Walraven  
Amber Davis Johnson  
Lindsey Arsenault

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, As part of Bay County Mosquito Control's adult mosquito surveillance, eleven New Jersey Light Traps are operated on the properties of local Bay County residents to collect adult mosquitoes; and

WHEREAS, These traps are turned on three evenings each week with the mosquito samples collected and identified by Bay County Mosquito Control Biology Department; and

WHEREAS, The residents who operate the light traps serve a very valuable role in Bay County's mosquito surveillance program; and

WHEREAS, Light trap collectors are paid \$50 a month and utilized in the months of June, July, August and September; and

WHEREAS, The total amount paid for the 2023 surveillance season will be \$2,200 and the funds are budgeted in the 2023 Mosquito Control approved budget; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Light Trap Data Collector's Contracts between Bay County and various individuals (11) (listing attached) are approved and the Chairman of the Board authorized to execute said Agreements on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That the light trap collectors shall be reimbursed at the rate of \$50 per month for the months of June, July, August and September, totaling \$2,200 for the season, funds budgeted in the Mosquito Control 2023 budget; Be It Finally

RESOLVED That related, required budget adjustments are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

## Mosquito Control-2023 Light Trap Data Contracts

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

VOICE: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

DISPOSITION: ADOPTED\_\_\_\_ DEFEATED\_\_\_\_ WITHDRAWN-\_\_\_\_

AMENDED\_\_\_\_ CORRECTED\_\_\_\_ REFERRED\_\_\_\_ NO ACTION TAKEN\_\_\_\_

## 2023 LIGHT TRAP CONTRACTORS

Name	Address	Township	Phone
1. Angie Schatzer	51 Spruce Ridge Dr. Bay City, MI 48706	BANGOR	989-522-4041
2. Penny McGill	1600 S. Grant Bay City, MI 48708	BAY CITY EAST	989-482-8855
3. Ruth Kridler	2545 Old Beaver Rd Kawkawlin, MI 48631	KAWKAWLIN	989-686-3317
4. Bruce and Pam Pfenninger	669 N. Elevator Rd. Linwood, MI 48634	FRASER	989-430-2200
5. Shari Niemi	1000 W. Second Street	PINCONNING	989-879-6830
6. Jerry Maxson	P.O. Box 1705 Saginaw, MI 48605	MT FOREST	989-324-7230
7. Beverly Eschenbacher	204 Grant St. Auburn, MI 48611	WILLIAMS	989-662-6652
8. Richard Butler	4819 3 Mile Rd Bay City, MI 48706	MONITOR	989-392-3249
9. Robert Gilbert	506 Columbian Bay City, MI 48706	BAY CITY WEST	989-316-9265
10. Randy Luczak	412 S. Trumbull Rd. Bay City, MI 48708	PORTSMOUTH	989-326-0581
11. Terri Owczarzak	107 Pine Essexville, MI 48732	ESSEXVILLE	989-439-6901 c 989-894-0461 h



**BAY COUNTY MOSQUITO CONTROL**

810 Livingston Ave  
Bay City, Michigan 48708

**REBECCA J. BRANDT, MANAGER**

brandtr@baycounty.net

Phone (989) 894-4555

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**JAMES A. BARCIA**

County Executive

**LAURA OGAR, DIRECTOR**

ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM:**

**To:** Commissioner Tim Banaszak, Chairman  
Ways and Means Committee

**Through:** Laura Ogar, Director  
Environmental Affairs & Community Development

**From:** Rebecca Brandt, Manager  
Bay County Mosquito Control

**Date:** January 31, 2023

**Re:** Addendum to Existing Fixed-Wing Aerial Larvicide Service Contract

**REQUEST:** Requesting an addendum to the existing "Fixed-Wing Aerial Larvicide Service" contract to include fall aerial insecticide applications under 1,000 acres at a cost of \$20/acre. All other contract conditions will still apply.

**BACKGROUND:** Mosquito Control's "Fixed-Wing Aerial Larvicide Service" contract with Earl's Spray Service provides insecticide applications by air to control mosquito larvae in Bay County. The contract states that applications take place in spring, as historically that has been the only time of year needed for this service; however, a need has now been identified to conduct a fall aerial treatment, requiring amending the existing contract to include this additional timeframe and cost.

**FINANCE:** Price per acre for fall aerial treatment would be \$20/acre for any project under 1,000 acres. Expected costs for 2023 would be \$12,000, with funding available through the Mosquito Control millage. Funding for aerial contractor services has been budgeted in Line Item 802.00 Contractual Services.

**RECOMMENDATION:** To approve amending the "Fixed-Wing Aerial Larvicide Service" contract with Earl's Spray Service to include fall applications under 1,000 acres at \$20/acre, following Corporation Counsel review and approval of any budget adjustments relating to this matter.

cc: Jim Barcia  
Laura Ogar  
Shawna Walraven  
Frances Moore  
Amber Davis-Johnson  
Lindsey Arsenault

Earl's Spray Service, Inc.

P.O. Box 247

2530 West Redstone Road

(989) 842-5916

Breckenridge, MI 48615

Fax (989) 842-3053

DATE 1/23/23

Dear Bay County Board of Commissioners,

Earl's Spray Service, Inc. would be honored to extend the Fixed Wing Aerial Larviciding contract to include aerial applications beyond spring, including a fall treatment project in 2023. Unfortunately, we are unable to extend the \$5.15 per acre price for applications beyond the spring treatment project. The relatively small acres for your fall project (600 acres vs. 50,000 acres in spring) make the \$5.15 per acre pricing cost prohibitive, as well as being a busy time of year for our company with other ongoing agriculture treatments. Earl's Spray Service would generally charge \$20-\$30 per acre for similar agriculture projects during that time of year.

We enjoy working for the Bay County community and are thankful for our Fixed Wing Aerial Larviciding contract. With this in mind, we will free up necessary equipment and personnel from late-August to late-September for future Mosquito Control work for \$20 an acre, not to exceed \$12,000 (600 acres) in 2023 using the product VectoLex FG. If Bay County wishes to continue this fall treatment beyond 2023, this rate would be honored for similar fall projects under 1,000 acres for the duration of the Fixed Wing Aerial Contract through 2026 and would meet all pertinent conditions in the current contract.

Please contact me with any questions. Phone 989-859-2805



Jacob Baker



## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS,** On December 14, 2021 the Bay County Board of Commissioners adopted resolution 2021-210 approving a 3-year Aerial Application Contract with Earl's Spray Service, with a 2 year renewal option; and
- WHEREAS,** The resolution covered the Spring aerial application, however, there is a need to conduct a Fall aerial treatment; and
- WHEREAS,** It is necessary to amend the existing contract to include the additional timeframe and cost;
- WHEREAS,** The price per acre for fall aerial treatment would be \$20/acre for any project under 1,000 acres. Expected costs for 2023 would be \$12,000, with funding available through the Mosquito Control millage. Funding for aerial contractor services has been budgeted in Line Item 802.00 Contractual Services; Therefore Be It
- RESOLVED** That the Bay County Board of Commissioners approves an amendment to the "Fixed-Wing Aerial Larvicide Service" contract dated March 2022 with Earl's Spray Service to include fall applications under 1,000 acres at \$20/acre with all other contract conditions remaining the same; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to sign any required documents pertaining to the Fixed-Wing Aerial Larvicide Service contract on behalf of Bay County following Corporation Counsel review and approval; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

**TIM BANASZAK, CHAIR  
AND COMMITTEE**

**Mosquito Control - Addendum to Existing Fixed-Wing Aerial Larvicide Service Contract**

**MOVED BY COMM.** \_\_\_\_\_

**SUPPORTED BY COMM.** \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

**VOTE TOTALS:**

**ROLL CALL:** YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

**VOICE:** YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

**DISPOSITION:** ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN- \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_



1200 Washington Avenue Bay City, Michigan 48708  
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

---

James A. Barcia  
Bay County Executive

Joel R. Strasz  
Public Health Officer

**TO:** Tim Banaszak, Chairperson, Ways and Means Committee  
**FROM:** Melissa Opheim, Emergency Preparedness & Health Education Division Manager  
**DATE:** January 30, 2023  
**CC:** James Barcia, Joel Strasz, Shawna Walraven, Kim Priessnitz, Mark Pickell  
**RE:** Travel Request for 2023 Preparedness Summit

**BACKGROUND:**

The Emergency Preparedness and Health Education Division Manager and the Community Health Educator/Health Analyst have been approved by the Michigan Department of Health and Human Services Bureau of EMS, Trauma and Preparedness (MDHHS BETP) for the current grant cycle to attend the National Association of County and City Health Officials (NACCHO) 2023 Preparedness Summit being held April 24 to 27 in Atlanta, Georgia. The Preparedness Summit is the first and longest running national conference on public health preparedness and provides attendees opportunities to learn how to implement model practices that enhance the nation's capabilities to prepare for, respond to, and recover from disasters and other emergencies.

**FINANCIAL CONSIDERATIONS:**

There are no direct costs for this travel request. All expenses have been approved and will be covered by MDHHS Public Health Emergency Preparedness grant funding.

**RECOMMENDATION**

The Health Department recommends that the Board of Commissioners approve the travel request.

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, The Emergency Preparedness and Health Education Division Manager and the Community Health Educator/Health Analyst have been approved by the Michigan Department of Health and Human Services Bureau of EMS, Trauma and Preparedness (MDHHS BETP) for the current grant cycle to attend the National Association of County and City Health Officials (NACCHO) 2023 Preparedness Summit being held April 24, 2023 to April 27, 2023 in Atlanta, Georgia; and

WHEREAS, The Preparedness Summit is the first and longest running national conference on public health preparedness and provides attendees opportunities to learn how to implement model practices that enhance the nation's capabilities to prepare for, respond to, and recover from disasters and other emergencies; and

WHEREAS, There are no direct costs for this travel request as all expenses have been approved and will be covered by MDHHS Public Health Emergency Preparedness grant funding; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the travel request as outlined for the National Association of County and City Health Officials (NACCHO) 2023 Preparedness Summit from April 24, 2023 to April 27, 2023 in Atlanta, Georgia for the Emergency Preparedness and Health Education Division Manager and the Community Health Educator/Health Analyst; Be It Further

RESOLVED That related budget adjustments, if required, are approved

TIM BANASZAK, CHAIR  
AND COMMITTEE

Health Dept –The National Association of County and City Health Officials (NACCHO) 2023 Preparedness Summit – Travel Request

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

VOICE: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

DISPOSITION: ADOPTED\_\_\_\_ DEFEATED\_\_\_\_ WITHDRAWN\_\_\_\_

AMENDED\_\_\_\_ CORRECTED\_\_\_\_ REFERRED\_\_\_\_ NO ACTION TAKEN\_\_\_\_



**BAY COUNTY  
PERSONNEL & EMPLOYEE RELATIONS**

**James A. Barcia**  
County Executive

**Tiffany Jerry**  
Director  
jerryt@baycounty.net

TO: Tim Banaszak, Chairperson, Ways and Means Committee

FROM: Tiffany Jerry, Director of Personnel & Employee Relations

DATE: January 24, 2023

RE: Ways & Means Committee Agenda

Please consider the following for the agenda of your committee meeting:

**Request:**

Request approval to renew the agreement with Brown and Brown as Bay County's Insurance Agent for Worker's Compensation and Excess Liability Insurance Coverage.

**Background:**

In 2018, Bay County entered into an agreement with Brown and Brown as our Insurance Agent, for purposes of Worker's Compensation and Excess Liability Insurance coverage. We would like to renew the agreement for 2023.

**Finance/Economics:**

The annual cost is \$10,000 and has not increased. Funds exist within the existing budget. No general fund dollars will be used.

**Recommendation:**

Upon favorable review by Corporation Counsel, please approve the agreement with Brown and Brown and authorize the Chairman of the Board to sign, as well as approve any necessary budget adjustments. Thank you for your consideration.

Cc: Jim Barcia  
Amber Johnson  
Jayson Hoppe  
Shawna Walraven  
Kim Prlessnitz  
Rebecca Marsters  
Rebecca Grzegorzcyk

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, In 2018, Bay County entered into an agreement with Brown and Brown as Bay County's Insurance Agent for purposes of Workers' Compensation and Excess Liability Insurance coverage; and

WHEREAS, The annual cost is \$10,000 which has not increased; funds exist within the existing budget and no general fund dollars will be used; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement with Brown and Brown as Bay County's insurance agent for purposes of Workers' Compensation and Excess Liability Insurance coverage; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Agreement and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Personnel - Agreement with Brown & Brown as Bay County Insurance Agent

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN- \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_



**BAY COUNTY  
PERSONNEL & EMPLOYEE RELATIONS**

**James A. Barcia**  
County Executive

**Tiffany Jerry**  
Director  
jerryt@baycounty.net

To: Tim Banaszak, Chair, Ways and Means

From: Tiffany Jerry, Director, Personnel and Employee Relations



Date: January 24, 2023

Re: Ways and Means Agenda Item  
Excess Workers' Compensation Policy (2023-2025)

Please consider the following item for the next agenda of the Ways and Means Committee.

**REQUEST:**

Upon review of Corporation Counsel, please approve a policy with Midwest Employers Casualty Company for Excess Insurance for Workers' Compensation for March 2, 2023 through February 1, 2025.

**BACKGROUND/ECONOMICS:**

The annual quote for excess coverage for the time period March 2, 2023 through February 1, 2025 is \$139,430 (\$69,715 annually). Funds are budgeted in the self-insurance fund. No additional funds are necessary. Note: This amount is split between Bay County, Bay County Department of Water and Sewer and the Bay County Medical Care Facility. The current annual amount is \$66,826 (February 1, 2021 – March 1, 2023).

**RECOMMENDATION:**

Please refer to the full board for approval and authorize the Board Chairman to sign the agreement with Midwest Employers Casualty Company (upon Corporation Counsel review).

Thank you for consideration. If you have any questions, I will be available at the meeting.

cc: Jim Barcia  
Amber Johnson  
Heather Pitcher  
Rebecca Marsters  
Shawna Walraven  
Kim Priessnitz

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

WHEREAS, The annual quote for excess coverage for the time period March 2, 2023 through February 1, 2025 is \$139,430 (\$69,715 annually); the current annual amount is \$66,826 (February 1, 2021 – March 1, 2023) and

WHEREAS, Funds are budgeted in the self-insurance fund with no additional funds required; and

WHEREAS, This amount is split between Bay County, Bay County Department of Water and Sewer and the Bay County Medical Care Facility; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement with Midwest Employers Casualty Company for excess coverage for the time period March 2, 2023 through February 1, 2025; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the Agreement on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved

TIM BANASZAK, CHAIR  
AND COMMITTEE

Personnel - Agreement Midwest Employers Casualty Company - Workers' Comp

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

VOICE: YEAS\_\_\_\_ NAYS\_\_\_\_ EXCUSED\_\_\_\_

DISPOSITION: ADOPTED\_\_\_\_ DEFEATED\_\_\_\_ WITHDRAWN-\_\_\_\_

AMENDED\_\_\_\_ CORRECTED\_\_\_\_ REFERRED\_\_\_\_ NO ACTION TAKEN\_\_\_\_

2022 Fund Balance	Journal Number
\$8,945,899	
\$367,736	
\$1,815,877	
<u>\$11,129,512</u>	
(\$1,815,877)	

## Description

Unassigned Fund Balance or (Deficit) 12/31/2021

Previous years Assigned Fund Balance for P.O.'s\*

Previous years Assigned Fund Balance for designation to balance 2022 budget

Estimated Unassigned &amp; Assigned Fund Balance or (Deficit) at 12/31/2021

2022 Budgeted Surplus /(Deficit)

## BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH DECEMBER 2022

Budget for Pinconning Senior Service Center revitalization costs. BOC approved this B.A. per Resolution 2021-122	22-02-254	-\$25,000
Increase Road Patrol Budget to replace crashed vehicle. BOC approved this B.A. per Resolution 2022-23	22-02-311	-\$18,700
Budget \$2,500 for flags for the Veterans graves current 2022 budget has \$2,000. BOC approved the extra \$500 per Resolution 2022-31	22-03-008	-\$500
Additional funds need to hire pest control company for Animal Services. BOC approved this B.A. per Resolution 2022-32	22-03-097	-1,400
Correct Active Assailant Task Force 2022 Budget. BOC approved this B.A. per Resolution 2021-193 para. 11 C.	22-03-193	-300
Increase B&G 2022 budget to fix/remove the fiber cable. BOC approved this B.A. per Resolution 2022-59 on March 8, 2022.	22-03-334	-3,590
Increase ISD budget for 24x7 managed remote support and point response & remediation by Kroll. BOC approved per Resolution 2022-36	22-03-413	-14,488
Increase ISD budget for the two factor authentication BOC approved per this B.A. per Resolution 2022-37	22-04-187	-10,000
Reappropriate the unspent funds appropriated in 2021 for Bldg & Grounds to replace two power poles BOC approved per Resolution 2021-193*	22-04-186	-8,150
Increase budget to purchase skid steer due to rising costs. BOC approved per Resolution 2022-79	22-05-022	-18,000
Budget for 2021 P.O.'s at 12-31-21 rolled over into 2022. BOC approved per Resolution 2020-198 (Amended)*	22-05-177	-359,586
Increase ISD budget for the current version of Office 365 software BOC approved per Resolution 2021-225	22-05-066	-145,066
Increase Road Patrol Deputies budget for contract negotiations. BOC approved per Resolution 2022-116	22-06-412	-109,234
Budget for additional revenue from twps, cities & schools for Road Patrol's increased indirect costs due to contract negotiations. BOC approved 2022-116	22-06-413-425	5,920
Increase Correctional Officers budget for contract negotiations. BOC approved per Resolution 2022-116	22-07-296	-132,565
Budget for dismantling of the Sheriff Department's communication tower BOC approved per Resolution 2022-93	22-07-306	-100,000
Increase Animal Services budget to purchase 4 Shieldforce software licenses BOC approved per Resolution 2022-119	22-07-311	-19,820
Increase FOC Warrant Officer budget for contract negotiations. BOC approved per Resolution 2022-116	22-07-312	-1,800
Increase budget for contract negotiations for BCAMPS, USW, Courts, Central Dispatchers. BOC approved per Resolution 2022-116	22-08-352	-1,545
Additional revenue for Information Systems Division support to Bay Metro. BOC approved per Resolution 2022-178	22-08-365	-541,876
Increase revenue to General Fund for reimbursement from 911 due to contract negotiation personnel costs. BOC approved this Resolution 2022-168	22-09-083	3,000
Budget additional revenue from Pinconning Police Department for network access. BOC approved per Resolution 2022-20	22-09-084	9,500
Temporary funding increase from General Fund to 911 Central Dispatch for Intrado phone system upgrade. BOC approved per Resolution 2022-185	22-09-188	500
Budget August 2022 through December 2022 additional revenue for support & services from Essexville Public Safety. BOC approved per Res. 2022-191	22-10-172	-120,000
Transfer from General Fund to Central Dispatch Fund temporary funding to purchase repair or lease two generators. BOC approved per Resolution 2022-218	22-10-260	2,500
Increase Secondary Road Patrol's budget for gasoline due to rising costs. BOC approved per Resolution 2022-236	22-11-323	-78,848
Budget for contract negotiated bonuses BCAMPS, USW, Courts, Central Dispatchers. BOC approved per Resolution 2022-178	22-11-396	-8,500
Budget for additional revenue from twps, cities & schools for Road Patrol's increased indirect costs due to contract negotiations. BOC approved 2022-116	22-12-691	-147,890
	22-12-758	459

DECEMBER 31, 2022

(1,844,979)

Estimated Unassigned Fund Balance or (Deficit) 12/31/2022

\$7,468,656





## BAY COUNTY FINANCE DEPARTMENT

**James A. Barcia**  
County Executive

**Shawna S. Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing  
[moorefa@baycounty.net](mailto:moorefa@baycounty.net)

**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

TO: Tim Banaszak, Chairperson  
Ways and Means Committee

FROM: Shawna S. Walraven, Finance Officer

DATE: January 31, 2023

RE: Executive Directive #2007-001

### REQUEST:

Please place this memo on the February 7, 2023, Ways & Means Agenda for your committee's information.

### BACKGROUND:

On January 11, 2023, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

### ECONOMICS:

As of the date of this communication, the following are the updates to the previous correspondence:

1. The federal/state grantor agencies that have responded to department's requests indicate that funding levels for the federal/state grants with regarding to fiscal year 2022 and/or 2023 appear to have no changes

### RECOMMENDATION:

To receive.

cc: Jim Barcia, County Executive  
Kim Priessnitz, Assistant Finance Officer





## BAY COUNTY FINANCE DEPARTMENT

**James A. Barcia**  
County Executive


**Shawna S. Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
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**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

TO: Tim Banaszak  
Ways and Means Committee Chair

FROM: Shawna S. Walraven   
Finance Officer

DATE: January 23, 2023

RE: Bay County Audit F-65 Form

### REQUEST:

Please place this memo on the Agenda for the Ways and Means Committee.

### BACKGROUND:

As part of the 2022 Annual Audit, Bay County Finance Department prepares the State of Michigan Form F-65 called the Annual Local Unit Fiscal Report. The F-65 Report matches the audited financial statement numbers and is due the same day that Bay County's 2022 Comprehensive Annual Financial Report is due, June 30, 2023. Due to the new Chart of Accounts corrections, the Finance Department is requesting the Bay County Auditors, Rehmann Robson, prepare the F-65 Form on behalf of the County.

### ECONOMICS:

Bay County Finance Department requested a quote for this additional service from the Auditors. Rehmann Robson has verified they will prepare the Form F-65 for \$4,500. The Finance Department has funds within its 2023 budget to cover this expense.

**RECOMMENDATION:**

That this request be approved and be referred to the full Board for final approval after Corporation Counsel reviews and approves the Rehmann Robson engagement letter for the F-65 with a cost not to exceed \$4,500. Funding exists in the Bay County Finance Department 2023 budget.

cc: Vaughn J. Begick, Board Chairman  
Jim Barcia, County Executive  
Amber Johnson, Corporation Counsel  
Tiffany Jerry, Personnel Director  
Kimberly Priessnitz, Assistant Finance Officer

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS,** As part of the 2022 Annual Audit, Bay County Finance Department prepares the State of Michigan Form F-65 called the Annual Local Unit Fiscal Report; and
- WHEREAS,** The F-65 Report matches the audited financial statement numbers and is due the same day that Bay County's 2022 Comprehensive Annual Financial Report is due, June 30, 2023; and
- WHEREAS,** Due to the new Chart of Accounts corrections, the Finance Department is requesting the Bay County Auditors, Rehmann Robson, prepare the F-65 Form on behalf of the County; and
- WHEREAS,** Bay County Finance Department requested a quote for this additional service from the Auditors and they have indicated they would provide this services at a cost not to exceed \$4,500; The Finance Department has funds within its 2023 budget to cover this expense; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Letter of Understanding with Rehmann for preparation of the State required F-65 Form and authorizes the Chairman of the Board to execute said Letter of Understanding on behalf of Bay County following Corporation Counsel review and approval, funds required (up to \$4,500) to come from the Finance Department budget; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Finance - Rehmann - F-65 Form

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN-\_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_





**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**James A. Barcia**  
County Executive

**Shawna S. Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

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**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

January 23, 2022

To: Tim Banaszak  
Chair, Ways & Means Committee

From: Frances Moore  
Purchasing Agent

Re: Request for Bid Release

**REQUEST:**

To release a Request for Qualifications (RFQu) searching for an individual or firm to oversee the Animal Services and Adoption Center building replacement.

**BACKGROUND:**

In July of 2022, Tevis Architectural Groups submitted a Feasibility Study regarding the need for a facility upgrade and improvements to the existing animal shelter. This study included options to upgrade and improve the current facility or to build a new facility on property the County currently owns.

Last November voters approved a millage to allow for construction or renovation of a new animal shelter. The County requires a firm or individual with knowledge and experience renovating/building an animal shelter and the special requirements of this building type. This person or firm will be expected to oversee the project, monitor construction, and assist the County during construction of this building.

**ECONOMICS:**

The cost for this service is unknown at this time but there are existing funds for this service.

**RECOMMENDATION:**

Authorize the release of an RFQu for the Animal Services and Adoption Center Project Manager.

cc: Shawna Walraven, Jim Barcia, Cristen Gignac, Olivia Shields, Jon Morse

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS,** In July of 2022, Tevis Architectural Groups submitted a Feasibility Study regarding the need for a facility upgrade and improvements to the existing animal shelter; and
- WHEREAS,** This study included options to upgrade and improve the current facility or to build a new facility on property the County currently owns; and
- WHEREAS,** Last November voters approved a millage to allow for construction or renovation of a new animal shelter. The County requires a firm or individual with knowledge and experience renovating/building an animal shelter and the special requirements of this building type. This person or firm will be expected to oversee the project, monitor construction, and assist the County during construction of this building; and
- WHEREAS,** The cost for this service is unknown at this time but there are existing funds for this service; and
- WHEREAS,** Bay County Purchasing Department requests authorization to release a Request for Qualifications (RFQu) searching for an individual or firm to oversee the Animal Services and Adoption Center building replacement/renovation; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners authorizes the Purchasing Department to develop and release a Request for Qualifications (RFQu) searching for an individual or firm to oversee the Animal Services and Adoption Center building replacement/renovation in accordance with Bay County's Purchasing Policy; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

**TIM BANASZAK, CHAIR  
AND COMMITTEE**

**Finance/Purchasing – RFQu release for Animal Services and Adoption Center Project Manager**

**MOVED BY COMM.** \_\_\_\_\_

**SUPPORTED BY COMM.** \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

**VOTE TOTALS:**

**ROLL CALL:** YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

**VOICE:** YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

**DISPOSITION:** ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN- \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_





## BAY COUNTY FINANCE/INFORMATION SYSTEMS

**James A. Barcia**  
County Executive

**Shawna Walraven**  
Finance Officer  
[walravens@baycounty.net](mailto:walravens@baycounty.net)

**Kimberly A. Priessnitz**  
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**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

**TO:** Tim Banaszak, Chairperson  
Ways & Means Committee

**FROM:** Julie Coppens  
Information Systems Manager

**RE:** Use of Region 3 Homeland Security Grant for New Firewalls

**DATE:** January 26, 2023

### REQUEST:

Information Systems Division is seeking approval to apply for the Region 3 Homeland Security Grant for election infrastructure security enhancements. If awarded, Information Systems Division is seeking authorization to purchase the approved equipment and implementation services with use of the Region 3 Homeland Security Grant funds. After review by Corporation Counsel authorize the Board Chair to sign any documents relating to the purchase and implementation of new enterprise firewalls for the County utilizing Region 3 Homeland Security Grant.

### BACKGROUND:

Michigan's Region 3 has a project to provide security enhancements for the election infrastructure of county clerk's offices within the region. Election infrastructure is an essential resource for local communities, and the federal government now defines it as part of the nation's critical infrastructure. This means that government stakeholders must understand not only the associated cybersecurity threats but also the larger emergency management implications of breaches to election systems. An attack on voting and registration systems may provide access into other essential services, such as networks used for public safety. Disruption to voting combined the loss of essential services may result in political uncertainty, threats to public health and safety, and even civil unrest.

This project will be used to purchase, setup, and configure new firewalls within Bay County. The State of Michigan recently converted to a web-based voter roll, which requires the need for



enhanced protection, segmentation, protect information transferred over the internet. Voting machines in the County are not connected to the internet and are segmented for safeguarding. The new equipment will be used to maximize effectiveness and cost effective for all parties involved.

This project addresses the national priority by implementing and maintaining risk-informed countermeasures and policies to protect people, structures, and materials associated with key operational activities and critical infrastructure sectors. This project establishes a secure and resilient nation by identifying and mitigating vulnerabilities to incidents for elections and the web-based voter roll.

The existing enterprise next generation firewalls were purchased in 2015. Refreshing the County firewalls is part of the 2023 project plan. By learning new features and subscriptions available, it is recommended to purchase new firewalls that can help improve the security posture of the County. Part of the security subscription bundle available provides the ability for threat prevention, advanced URL filtering, cloud-based malware detection and analysis, and DNS security. In order to subscribe to the new features available, new equipment needs to be purchased.

The award of this grant to Bay County will allow the collaboration between Region 3 and Bay County to purchase the new equipment and implementation for the improved security required.

#### **ECONOMICS:**

No additional funds are requested. Each year Information Systems Division budgets for yearly subscription maintenance for the Palo Alto firewalls. The requested amount for the Region 3 grant is \$25,492.26. In addition to that grant funding, there is a cost savings of over \$6,200 each year for subscription maintenance to the County with the purchase of the new subscription packages.

#### **RECOMMENDATION:**

Authorize the Board Chairman to sign any all documents related to the Region 3 Homeland Security Grant, implementation of the project and vendor specific documents.

cc: James A. Barcia Shawna Walraven Kim Priessnitz Amber Davis-Johnson



## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (2/7/2023)
- WHEREAS, Michigan's Region 3 has a project to provide security enhancements for the election infrastructure of county clerk's offices within the region; and
- WHEREAS, Election infrastructure is an essential resource for local communities, and the federal government now defines it as part of the nation's critical infrastructure. This means that government stakeholders must understand not only the associated cybersecurity threats but also the larger emergency management implications of breaches to election systems; and
- WHEREAS, An attack on voting and registration systems may provide access into other essential services, such as networks used for public safety. Disruption to voting combined the loss of essential services may result in political uncertainty, threats to public health and safety, and even civil unrest; and
- WHEREAS, This project will be used to purchase, setup, and configure new firewalls within Bay County. The State of Michigan recently converted to a web-based voter roll, which requires the need for enhanced protection, segmentation, protect information transferred over the internet. Voting machines in Bay County are not connected to the internet and are segmented for safeguarding. The new equipment will be used to maximize effectiveness and cost effective for all parties involved; and
- WHEREAS, This project addresses the national priority by implementing and maintaining risk-informed countermeasures and policies to protect people, structures, and materials associated with key operational activities and critical infrastructure sectors. It will also establish a secure and resilient nation by identifying and mitigating vulnerabilities to incidents for elections and the web-based voter roll; and
- WHEREAS, The existing enterprise next generation firewalls were purchased in 2015. Refreshing Bay County's firewalls is part of the 2023 project plan. By learning new features and subscriptions available, it is recommended to purchase new firewalls that can help improve the security posture of Bay County. Part of the security subscription bundle available provides the ability for threat prevention, advanced URL filtering, cloud-based malware detection and analysis, and DNS security. In order to subscribe to the new features available, new equipment needs to be purchased; and
- WHEREAS, The award of this grant to Bay County will allow the collaboration between Region 3 and Bay County to purchase the new equipment and implementation for the improved security required. No additional funds are requested. Each year Information Systems Division budgets for yearly subscription maintenance for the Palo Alto firewalls. The requested amount for the Region 3 grant is \$25,492.26. In addition to that grant funding, there is a cost savings of over \$6,200 each year for subscription maintenance to Bay County with the purchase of the new subscription packages; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes Information Systems Division to apply for the Region 3 Homeland Security Grant for the requested amount up to \$25,492.26 for election infrastructure security enhancements; Be It Further
- RESOLVED That that Bay County Board of Commissioners authorizes the purchase of the approved equipment and implementation services with use of the Region 3 Homeland Security Grant funds and authorizes the Chairman of the Board to execute and submit electronically, if required, the grant and related documents as well as contracts pertaining to the purchase and implementation of new enterprise firewalls for Bay County utilizing Region 3 Homeland Security Grant following Finance and Corporation Counsel review and approval; Be It Further,
- RESOLVED That the grant applicant/recipient departments are required to work simultaneously with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR  
AND COMMITTEE

Finance/ISD – Region 3 Homeland Security Grant for New Firewalls

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN \_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_

## BAY COUNTY BOARD OF COMMISSIONERS

FEBRUARY 21, 2023

## RESOLUTION

BY: WAYS AND MEANS COMMITTEE (2/7/2023)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

## ACCOUNTS PAYABLE:

1/18/2023	\$162,199.70
1/18/2023	\$462,315.63
1/25/2023	\$507,802.24
1/25/2023	\$463,636.05
2/1/2023	\$227,563.79
2/1/2023	\$665,830.31

TIM BANASZAK, CHAIR  
AND COMMITTEE

## Payables

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				DENNIS R. POIRIER			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

VOICE: YEAS \_\_\_\_ NAYS \_\_\_\_ EXCUSED \_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_ DEFEATED \_\_\_\_ WITHDRAWN- \_\_\_\_

AMENDED \_\_\_\_ CORRECTED \_\_\_\_ REFERRED \_\_\_\_ NO ACTION TAKEN \_\_\_\_